

**Recognized Instructor for Continuing Education Provider
Introductory Workshop (4 CEU) & Health Condition Workshop (2CEU)
Independent Contractor Agreement**

Instructor must be a Certified Practitioner in good standing with IFBM and be approved by NCBTMB based on one of their qualifications:

hold a minimum of a Bachelor's Degree from a college or university accredited by a regional accrediting body recognized by the U.S. Department of Education, or a substantially equivalent accrediting body of a foreign sovereign state, with a major in a subject directly related to the content of the program to be offered; OR

have completed at least five years of professional experience in the practice of massage therapy; AND I have a minimum of two years teaching experience in the subject matter; OR

have completed an NCBTMB approved teacher training program in the modality of interest; OR

have completed at least 100 hour of non-entry level education in the subject matter to be offered and have a minimum of two years of professional experience in the subject

There will be an administrative fee of \$75 per year.

Introductory Workshop shall be presented as set by the Introductory Workshop Outline .

Health Condition Workshop shall be the same monthly condition as is being offered by Foundation Headquarters and shall be presented as set by the Health Condition Workshop Outline.

For Introductory Workshop, Instructor will supply manual/dvd sets to their students, which can only be purchased from the Foundation for \$20 each. Health Condition Workshop workbook will be provided by you free of charge.

All workshops are Foundation sponsored.

Fees are collected by the Foundation via their website.

Instructor must give the Foundation details within 30 days prior to the class

Date; Location; Time; Cost

All publicity is the responsibility of the Instructor and MUST be pre-approved.

Foundation will post the Workshops on their website with a link to pay.

Any moneys collected at the Workshop must be paid to the Foundation. There shall be a refund policy as set by the Foundation.

All proper paper work must be distributed and collected by the Instructor to include:

Approved Registration Form

Approved Evaluation form

At end of the Workshop Instructor will give participants the approved signed Certificate of Completion.

Instructor may collect the \$18 membership fee from participants, and remit to the Foundation \$10 of said fee. Membership includes access to member area of website and free training ebook.

Forms and funds collected will be mailed to Foundation within 7 days after the class and will include:

Registration forms

Evaluation forms

List of those participants who became members

Collected fees (minus bank fees, cost of materials & other surcharges) will be sent to Instructor, within 7 days of receiving forms from Instructor.

If, at any time, the Instructor fails to meet any of the standards of this Agreement, the Foundation may remove said Instructor from approved list for Massage Continuing Education Provider. There will be no refund of the yearly administrative fee.

Certified Practitioner/Instructor

Date